

## GILA COUNTY DEPARTMENTAL REQUEST TO ADVERTISE FOR BIDS

All departments procuring purchases in excess of \$50,000 that requires advertising for bids must follow the Procurement Procedures and must complete Item "I" of this form prior to such purchase. The requesting department is responsible for writing necessary specifications and routing them, including this form and completed Bid Request Form to the Purchasing Department. This Form must be completed and have a copy of the specifications attached before routing begins. All Requests and Specifications will be in accordance with the Arizona Revised Statutes and the latest version of the Gila County Purchasing Policy and Procedures.

IS THIS A REQUEST FOR			REQUEST NUMBER		
Check one Bids _____ X _____ Proposals _____ Qualifications _____			032315-1 <i>(For Procurement Use Only)</i>		
<b>I. DESCRIPTION:</b> List item(s) to be purchased, purpose, specific summary, estimated cost and funding source.					
FUNDING			PROJECTS: Copper Admin Building-Interior Renovation		
Fund	1007	Dept No.	341	Program	801
		Location	Account 4500.19		
Estimated Cost \$800,000					
INTENT To establish a contract with a contractor for the remodel of the Gila County Copper Administration Building in Globe, AZ.					
Signed: [Signature]			Date 7-15-2015		
Elected Official or Department Head					
<b>II. DEPARTMENTAL INFORMATION ONLY:</b> Action Dates					
DATE	Department Receipt	4/21/2015	Placed on Agenda		
	Presented to Board	9/1/2015	Approved to Call	11/25/2014	
	Delivered to Paper	6/24/2015	Paper Name	Arizona Silver Belt	
	Advertised From	7/1/2015	To	7/8/2015	
	Closing Date	8/13/2015	Bid Award Date	9/1/2015	
	Awarded To		Pre-Bid Meeting Date		
<b>III. OTHER APPROVAL:</b> Only as necessary					
County Manager:		[Signature] Don E. McDaniel, Jr.	Date 7/28/15		
County Attorney:		[Signature] Bryan B. Chambers Deputy County Attorney/Civil Bureau Chief for Bradley D. Beauchamp, County Attorney	Date 7/21/2015		
<b>IV. APPROVED</b>					
Finance Director Signature			Date		